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20 June 1972

MEMORANDUM FOR: Members, Technical Coordinating Committee,
Research and Development Board

SUBJECT: The Contract Information System (CIS)

1. Purpose: Ideally, the CIS was designed to develop a data base on research and development (R&D) and external study contracts,

"...which will permit management and project officers to retrieve a variety of facts pertinent to contracts, to assess the effectiveness of contract actions versus cost, and to insure that problem areas, principally defined as failure to meet delivery and expenditure schedules, are recognized early in the contract life. The system permits the Project Officer and management to make more timely decisions, to obtain a better and less costly product and to direct the R&D program on a more professional basis. The inherent nature of the computer capability further permits a quick response to a great variety of questions frequently posed by all levels of Agency management and thus frees the Project Officer from the task of preparing a response to many routine questions..."

2. Some twelve reports are published periodically for contributing offices. A remote terminal is available in O/DDS&T for spot queries.

3. Offices contributing data are: TSD, OC, NPIC, ORD, OEL, OSI, FMSAC and OSP/OSA (Agency contracts only).

4. Although the system has been useful to the DDS&T in RD&E contract management, it has only minimally met the needs of the contributing offices, each of which maintains one or more manual/computer systems for its own management purposes. The Office of Logistics also maintains a computerized file on all Agency contracts.

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5. The current system has a number of deficiencies, including rigidity (many types of queries can only be answered by printing out the entire data base and selecting the required data manually), and significant gaps. "Bigoted" projects are not reflected in the system, nor are contracts which receive indirect funding [redacted] contract for example).

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6. Redesign of the CIS to close the data gaps and provide a system of real use to the contributing offices should contribute significantly in reducing redundant manual efforts while strengthening overall R&D coordination between CIA offices vis a vis the contractors.

7. The above is the barest sketch of the current situation. Mr. [redacted] O/DDS&T, will brief the TCC more fully on the strengths and weaknesses of the system at the next meeting as a prelude to discussion by the members.

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